



W.D. MORRIS
EXECUTIVE DIRECTOR

BOARD OF DIRECTORS

MARSHALL SIPLIN
CHAIRMAN

MERCEDES MCCALL
VICE-CHAIRMAN

VERNICE ATKINS-BRADLEY
BOARD MEMBER

SASCHA RIZZO
BOARD MEMBER

CURTIS HUNTER
BOARD MEMBER

ORANGE COUNTY HOUSING FINANCE AUTHORITY

Tax-Exempt Bonds with Short-Form SAIL Application

*THIS APPLICATION IS SOLELY FOR THE USE OF
APPLICANTS SEEKING BOND FINANCING FROM THE
ORANGE COUNTY HOUSING FINANCE AUTHORITY
WHO ARE ALSO SEEKING SAIL FUNDING VIA EHEC REA 2018-116 OR
OTHER GAP FINANCING VIA AN EHEC REA*

Application Submission:

- One (1) hard copy and a PDF of the entire application; and
- a \$500 non-refundable application fee – check payable to:
Orange County Housing Finance Authority – Attention:
W.D. Morris, Executive Director
Orange County Housing Finance Authority
2211 Hillcrest Street, Orlando, Florida 32803
Email: oroman@ochfa.com | Phone: 407-894-0014

GENERAL INFORMATION

NOTE: BY COMPLETING THIS APPLICATION, THE APPLICANT CERTIFIES AND AGREES THAT IT WILL COMPLY WITH ALL REQUIREMENTS OF THE ORANGE COUNTY HOUSING FINANCE AUTHORITY MULTI-FAMILY GUIDELINES AND WILL SUBMIT ANY ADDITIONAL REQUIRED DOCUMENTATION AND FEES RELATED TO THAT COMPLIANCE

Please indicate if Applicant will use these funds in conjunction with (check one):

FHFC SAIL RFA 2018-116

OTHER FHFC RFA—IDENTIFY _____

ORANGE COUNTY HOUSING FINANCE AUTHORITY BOND REQUEST:

Bond Amount Requested: _____

I. DEVELOPMENT SUMMARY AND TIMELINE

A. Narrative of Proposed Development

1) Provide a short narrative description of the Development, including all resident programs, amenities, unit features and scope of work to be performed. If more space is needed, provide the information as **Exhibit-1.**

2) Attach as **Exhibit-2**, a timeline for the completion of the development which includes all key dates, including:

- Anticipated timing of permits and credit underwriting;
- Rent up; and
- Housing Credit closing date;
- Stabilization
- Completion of construction;



B. Summary of Proposed Development

1) Development Name	1)
2) Location of development – project must be located in Orange, Lake, Osceola or Seminole Counties, Florida (<i>Project Threshold Criteria</i>)	2)
– Street address, or if no address, by mileage from nearest cross streets:	
– Attach a map showing the development’s location.	
3) Developer/ Location	3)
– Name of controlling company (not of LP or LLC)	
4) Contact person for application	4)
– Include name, email, and phone numbers	
5) OCHFA Bond Amount Requested	5)
6) Development Construction Type	6)
7) Garden, Mid-Rise, High-Rise, Other (explain)	7)
8) New Construction or Rehabilitation	8)
– Concrete, Wood or other (explain)	
9) Development Demographic	9)
– Family, Elderly, other (identify)	
10) Number of Units, by Bedrooms	10)
11) Total Development Cost	11)
12) Cost per unit	12)
13) Land Cost	13)
14) Cost per unit	14)
15) Land Cost	15)
16) Acquisition of Building Cost if applicable	16)
17) Hard Rehab Cost or Construction Cost	17)
18) General Contractor	18)
19) Set Aside Period (30-year minimum)	19)
20) Set Aside Levels (<i>Project Threshold Criteria</i>)	20)
21) Current Zoning (<i>Project Threshold Criteria</i>)	21)
22) Evidence of Site Control (<i>Project Threshold Criteria</i>)	22)



II. APPLICANT INFORMATION

A. Applicant Name:

Must be a legally formed entity (i.e., limited partnership, corporation, etc.) qualified to do business in the State of Florida at the time of submission of Application.

B. If partnership and/or Corporation:

– If partnership, name of general partner(s); If corporation, name and title of executive officer

Partner(s) info

Corporation(s) info

Name: _____	Name: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
Facsimile: _____	Facsimile: _____
Email: _____	Email: _____

III. PROPOSED PROJECT FINANCING

A. Proposed Finance Summary

Provide a permanent loan period detailed sources and uses that is in a format acceptable to FHFC as part of the upcoming SAIL RFA process. Attach as **Exhibit-3**.

IV. ABILITY TO PROCEED

Each application shall be reviewed for feasibility and ability of the Applicant to proceed with construction of the Development.

A. Site Control (Project Threshold Criteria)

1) Site Control must be demonstrated by the APPLICANT, in a manner consistent with the requirements of FHFC RFA 2018-116:

Eligible Contract
 Deed or Certificate of Title
 Lease

2) Provide evidence of Site Control and attach as Exhibit-4.



B. Zoning and Land Development Regulations (Project Threshold Criteria)

Note: Provision of the zoning form, from FHFC RFA 2018-116, will meet this requirement. Provide evidence that the proposed use is permitted and attach as **Exhibit-5**.

- 1) Is the site appropriately zoned for the proposed Development: No Yes
- 2) Indicate zoning designation(s) _____
- 3) Current zoning permits: _____ Units per acre, or for the site (PUD).
- 4) Total number of Units in development: _____

V. SELF-SCORING OF FHFC SAIL APPLICATION INCLUDING PROXIMITY TO PUBLIC TRANSPORTATION

Provide the score expected to be received on the application for SAIL, including point score and all tiebreakers and attach your response as **Exhibit-6**.

BE SURE TO...

- ... ADDRESS YOUR ANTICIPATED SCORE RELATED TO MEETING THE THRESHOLD CRITERIA IN THE FCFC RFA RELATED TO PROXIMITY TO PUBLIC TRANSPORTATION;
- ... PROVIDE A WRITTEN NARRATIVE THAT EXPLAINS THE ANTICIPATED SCORE IN DETAIL;
- ... PROVIDE THE LOCATION OF THE PUBLIC TRANSPORTATION/BUS STOP AND THE TYPE OF STOP IT IS; AND
- ... PROVIDE THE DISTANCE CALCULATED FROM THE DEVELOPMENT TO THE PUBLIC TRANSPORTATION.

VI. COMPLIANCE

Compliance with all applicable application(s), policies, rules and/or requirements of ORANGE COUNTY HOUSING FINANCE AUTHORITY, to include a copy of SAIL Application as submitted to Florida Housing Finance Corporation.



VI. CERTIFICATION (Original Signatures Required)

The undersigned Applicant certifies that the information in this Application is true, correct and authentic.

THE APPLICANT FURTHER ACKNOWLEDGES HAVING READ ALL APPLICABLE AUTHORITY RULES GOVERNING THE PROGRAM AND ACKNOWLEDGE HAVING READ THE NOFA AND THIS APPLICATION.

THE APPLICANT UNDERSTANDS AND AGREES TO ABIDE BY THE PROVISIONS OF THE APPLICABLE FLORIDA STATUTES AND AUTHORITY PROGRAM POLICIES, RULES AND GUIDELINES, INCLUDING THOSE DETAILED IN THE NOFA AND THIS APPLICATION.

THE UNDERSIGNED REPRESENTS AND WARRANTS THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND ACCURATE. THE PERSON EXECUTING THIS DOCUMENT REPRESENTS THAT HE OR SHE HAS THE AUTHORITY TO BIND THE APPLICANT AND ALL INDIVIDUALS AND ENTITIES NAMED HEREIN TO THIS WARRANTY OF TRUTHFULNESS AND COMPLETENESS OF THE APPLICATION.

THE APPLICANT ACKNOWLEDGES THAT THE AUTHORITY’S INVITATION TO SUBMIT AN APPLICATION DOES NOT CONSTITUTE A COMMITMENT TO FINANCE THE PROPOSED DEVELOPMENT. **APPLICANTS MUST SUCCESSFULLY COMPLETE CREDIT UNDERWRITING AND OBTAIN ALL NECESSARY APPROVALS FROM THE AUTHORITY BOARD, AND THE REAL ESTATE CREDIT UNDERWRITING.**

Signature of Applicant

Date

Signature of Witness

Name & Title of Applicant – typed or printed

Witness Name – typed or printed

NOTE: ORIGINAL APPLICATION MUST CONTAIN AN ORIGINAL SIGNATURES, OR THE APPLICATION WILL BE REJECTED AUTOMATICALLY

